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Adm - 1

26 December 1962

MEMORANDUM FOR: Deputy Director (Research)

THROUGH: Assistant Director/OSA
Executive Officer/DDR

SUBJECT: Title of Office Formerly Known as
Special Requirements Staff (OSA)

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1. I have [REDACTED] note (attached) of 19 December regarding the title for my office. About two weeks ago I had a discussion with Dr. Scoville explaining why I did not feel the COMOR Secretariat was an appropriate title for my office. I recommended to him that my title be: Special Assistant to the DDR. If you wish to be more specific you could add: (Requirements).

2. The reason for this proposal is that I have several functions:

a. Chairman of Committee on Overhead Reconnaissance. This is really an assignment stemming from the United States Intelligence Board since COMOR is its creature.

b. TALENT Control Officer/CIA. This function is carried out on behalf of the Director as DCI, not as Chairman of USIB.

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c. Special Group Action Office/DDR. This function is an assignment made by the DDR and involves the preparation and monitoring of papers stemming from the DDR area, (including the output of COMOR), for release by the DCI's office to the Special Group.

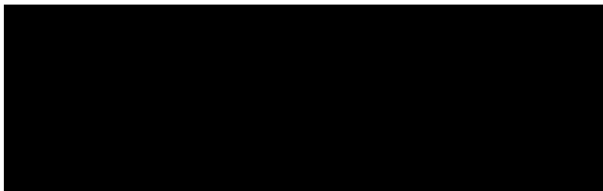
d. Preparation of DCI briefing note on the Department of Defense Reconnaissance Monthly Schedule. This assignment was made by the DDR though other interested parts of the Agency are consulted in the preparation of the briefing.

3. The title which I propose has the merit of embracing any and all of these functions or the addition of new ones either on a short or long term basis. It seems to me that this flexibility is desirable both in the interest of Dr. Scoville and the DCI's office, allowing me to speak as appropriate either on behalf of COMOR as its Chairman or on behalf of the Agency as an action officer.

4. Experience has demonstrated and I have frequently stated that the geographical location of this office in the compartmented area of OSA is absolutely correct since the discharge of almost all of my functions involves frequent and ready consultation with key officers in OSA.

5. Recommendation: That the office formerly known as Special Requirements Staff/OSA be designated Office of the Special Assistant to the DDR (with the addition of the word Requirement if that is deemed desirable) and that the symbol of the office be O/SA/DDR.

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Chief
Special Requirements Staff/DDR

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CONCUR:

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The recommendation contained in
paragraph 5 above is approved:

AD/OSA

Date

26 Dec 62

Deputy Director
(Research)

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Date

1/5/63

EXO/DDR

Date

1/8/63

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